

## **SSC NOLA ALL HANDS TELECONFERENCE SCRIPT 10 NOVEMBER 05**

### **1. SSC New Orleans Facility Update**

At present, SSC NOLA employees are still prevented from accessing the SSC NOLA facility without advance approval from the former Executive Director or Head of Security. Call (504) 697-3085 or 1055 to coordinate.

The contract for SSC New Orleans office trailers has been awarded and we expect office trailers to start arriving onsite in the next ten days. Electrical, water and communications hookups are being coordinated now.

Eight of the office trailers are scheduled to arrive at SSC New Orleans by next Wednesday. The next step is to provide for the electrical, water and communications hookups for the trailers.

The Collateral Equipment Program Office has been onsite this week and is collecting preliminary contract information for the removal of government and personal equipment from the SSC NOLA buildings.

Requirements for personal trailers are to be coordinated by dialing 228 813-1017 if you are interested in occupying a trailer located on the UNO campus.

### **2. Status of Our Personnel at Alternate Work Sites**

As of 31 October virtually all SSC New Orleans employees are back at work. A few hardship case individuals are still being worked, and should be resolved in the weeks ahead. The majority of our workforce is in Pensacola, followed by Millington and Fort Worth. The remainder are working in government or contractor facilities in the greater New Orleans area or telecommuting from their homes. This is truly a commendable accomplishment.

### **3. Holiday Leave Policy**

SSC New Orleans will have a liberal leave period during the Thanksgiving, Christmas and New Year holidays. To this extent, it is requested that all employees start planning and coordinating leave through their supervisors as soon as possible. For personnel with use-or-lose leave, leave slips must be submitted to the supervisors and must be scheduled no later than 26 November. All "lose leave" must be used prior the end of the last annual pay period, which ends on 7 January 2006. All personnel are encouraged to schedule and take all use-or-lose leave during this time. Restored leave requests will only be considered on a case-by-case basis. If supervisors need information regarding an employee's leave balance, please contact the department head for the information.

#### **4. Clarifications to Safe Haven TAD Policy**

Earlier this week, the SSC NOLA Leadership team met with representatives from Chief of Naval Installations, the Office of the Chief of Human Resources and the Federal Per Diem Committee. Purpose of the meeting was to get further clarification on Safe Haven TAD entitlements for government employees and Evacuation Order entitlements for dependents.

The summary points of this meeting are as follows:

Civilian employees and dependents whose homes are still uninhabitable will remain on CNI-funded TAD orders, and their dependents will remain on CNI-funded evacuation orders at the alternate work site for the employee and at the Safe Haven location for the dependents. The Civilian employee alternate worksite can be the same as the dependent's Safe Haven location, but does not have to be. Until the employee is able to return to the primary duty station at SSC NOLA they will remain on CNI funded Safe Haven TAD orders. The exception are civilian employees who are living back in their fully-habitable primary residence and are telecommuting, and civilians who are living back in their fully-habitable primary residence and are working at the SSC NOLA facility, i.e., members of the SSC NOLA reconstruction team. As mentioned in earlier All Hands teleconferences, Safe Haven will extend up to 180 days, from 28 August 2005 through 23 Feb 2006, unless terminated earlier by valid authority.

Military employees and dependents are subject to the same policies as above except for the following differences:

Military employees who are detailed back to their primary duty station at SSC NOLA, regardless of the condition of their home, will no longer receive CNI funded per diem. Dependents will continue to receive CNI funded evacuation per diem if the primary residence is not habitable. In addition, military members who return to SSC NOLA and take occupancy of a FEMA-furnished trailer would no longer receive their monthly basic allowance for housing (BAH).

Please continue to submit your safe haven vouchers every thirty days.

#### **5. Filing Safe Haven Vouchers**

The SSC New Orleans administration Division has drafted clear guidance for the completion and submission of Safe hHven vouchers. This guidance will be distributed to the area points of contacts for our distributed work force. These area points of contact will act as the approving officer signature authority for Safe Haven vouchers and will be responsible for ensuring correctness and completeness of vouchers. The POCs will then send the vouchers to the SSC New Orleans Admin Division in Pensacola, who will be responsible for submitting the signed vouchers to PSD Norfolk and retaining a copy of all vouchers within the command on file until end of Safe Haven.

You can review your Safe Haven payments received for yourself and dependents at either of the following websites:

[www.psalant.navy.mil](http://www.psalant.navy.mil) then click Travel Tracker and follow the directions

<https://mypay.dfas.mil/mypay.aspx/> then input your id and pin. Click Travel Voucher Advice Of Payment to display most recent travel payments.

The Norfolk PSD will continue to deposit monthly Safe Haven payments to your account until you closeout travel voucher is received and processed. Once processed, you may be credited or debited based on the amount advanced to you and dependents against the amount claimed by you and dependents. Only upon final liquidation of Safe Haven will you be provided with an itemization of all entitlements paid, for example, lodging, mileage, meals, etc.

## **6. Admin Leave Policy**

After 30 October everyone is expected to be back to work full time, or on pre-approved admin leave. There remain a few exceptions for personnel in hardship cases who are on pre-approved admin leave for a few weeks longer. Command policy is to grant individuals who require a few days away from work administrative leave on a case by case basis to address Katrina damage issues such as working with contractors, insurance adjustors, repairmen and similar things. This is not a pre-approved grant of admin leave. Admin leave for Katrina-related issues can only be authorized in advance, and approved on a case-by-case basis.

## **7. Task Force Navy Family Newsletter Number 1**

The Task Force Navy Family newsletter was just published and provides an abundance of useful information. This newsletter was sent by the Navy Anchor Desk to you in the same email that informed you of today's all hands conference. If you did not get this newsletter, please contact the Navy Anchor Desk or your supervisor. The newsletter provides detailed information on the following topics:

Medical, Pay and Benefits, Uniform replacement policy for military members, Ombudsman resources and Stress Counseling. Task Force Navy Family can be reached 24/7 at the following number: 877 414 5358 or at [taskforcenavyfamily.navy.mil](mailto:taskforcenavyfamily.navy.mil)

## **8. Federal Tax Relief for Hurricane Katrina Victims**

The IRS has recently published policy that provides various kinds of tax relief for those who sustained losses as the result of Hurricane Katrina. Go to the website [www.irs.gov](http://www.irs.gov) and click on "Help for Hurricane Victims" on the IRS main page. Specific information on Hurricanes Katrina and Rita can be found at this link. More information on this topic will be provided in a future All Hands.

## **9. Belle Chasse Academy, Westbank**

For anyone moving back into the Algiers / Belle Chasse areas, Belle Chasse Academy is accepting student applications on a first-come, first-served basis. For more information on Belle Chasse Academy you can call the GDSC/ Anchor Desk at 877 418 6824.

## **10. Leadership Team Meeting**

Yesterday our leadership team was visited by VADM Moran, Commander Naval Education and Training Command. Below are some of his comments:

- SSC NOLA continues to do great things despite huge challenges from Katrina aftermath.
- We have been very effective at sustaining our missions to support the sailor.
- Notably, our excellent work in quick turnaround in JCMS software recoding.
- Sea Warrior is a critical force multiplier to fleet sailor effectiveness. The measure of Sea Warrior effectiveness is when sailor afloat can manage all aspects of his career as effectively as the sailor ashore can.
- Aiming for March 06 to deploy Sea Warrior afloat and counting on SSC NOLA to play an important role in the Sea Warrior goal.

## **11. Final Notes**

There will be an All Supervisors Teleconference on 18 November at 10:00 a.m. CDT.

The next All Hands Teleconference is scheduled for 2 December at 10:00 a.m. CDT.

Have a safe and enjoyable Veterans Day weekend.